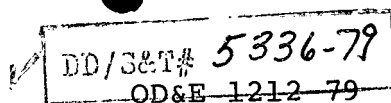


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19 October 1979

MEMORANDUM FOR: Chief, Administrative Staff, DDS&T

FROM:

[Redacted]
Executive Officer, OD&E

25X1

SUBJECT: Comments on Restricted Use of POV's

1. Following comments are keyed to the questions as listed on the subject handout.

a. Officer concerned should be expected to exercise sufficient discretion to determine press of requirement vs. availability of transportation; POV use by clericals could be reviewed by supervisor, but do not believe higher level of prior approval necessary.

b. With deteriorating bus service and unreliability of schedules, there should not be a restriction on payment over routes with shuttle service. To limit high-paid talent to shuttle service or to expect them to bear the cost of using POV to make the best use of their time is inequitable and poor management.

c. If U-Drive official vehicles and fuel could be made available in sufficient numbers (motor pool still limits cars to five gallons per day), then increased use should be made. KPG has been very successful in utilizing an official car. Increased use of GSA rentals should be made and pooling for trips between buildings should be encouraged. 25X1

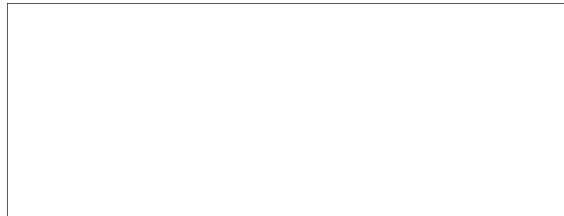
d. The rather liberal policy that evolves from the above answers does not rely on regulatory issuance to police use of POV's. As long as components of the Agency are spread out as much as they are and the requirement to "do more with less" exists, then to make maximum utilization of employees' time, constraints on use of POV should be relaxed, not tightened. 25X1

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SUBJECT: Comments on Restricted Use of POV's

2. The implications conveyed by the questions on the handout are somewhat surprising; indeed, the concept of restricting usage of POV's for official transportation appears to be somewhat naive. It is difficult enough getting around; to add to the problem by reducing the flexibility provided by usage of one's POV smacks of being "penny wise and pound foolish." Public transportation is limited, costs of providing a sufficient number of official vehicles, under any arrangement, to meet requirements would be prohibitive. POV usage was originally encouraged to eliminate the need for the capital investment required. Even shuttle bus service has been decreased over the years due to the costs involved. Considering the location of this Agency's buildings, much of the conduct of daily business is facilitated through the use of employees' POV's. To reduce this use would be counter productive, at minimum.



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OD&E 1212-79
Page 2

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